



AGENDA

RETIREMENT BOARD MEETING

REGULAR MEETING
September 11, 2019
9:00 a.m.

Retirement Board Conference Room
The Willows Office Park
1355 Willow Way, Suite 221
Concord, California

THE RETIREMENT BOARD MAY DISCUSS AND TAKE ACTION ON THE FOLLOWING:

1. Pledge of Allegiance.
2. Accept comments from the public.
3. Approve minutes from the August 14, 2019 meeting.
4. Routine items for September 11, 2019.
 - a. Approve certifications of membership.
 - b. Approve service and disability allowances.
 - c. Accept disability applications and authorize subpoenas as required.
 - d. Approve death benefits.
 - e. Accept asset allocation report.
 - f. Accept liquidity report.

CLOSED SESSION

5. The Board will go into closed session pursuant to Govt. Code Section 54956.9(d)(1) to confer with legal counsel regarding pending litigation:
 - a. *CCCERA v. Salgado*, Contra Costa County Superior Court, Case No. MSC19-00580
6. The Board will continue in closed session pursuant to Govt. Code Section 54957 to consider recommendations from the medical advisor and/or staff regarding the following disability retirement applications:

<u>Member</u>	<u>Type Sought</u>	<u>Recommendation</u>
a. Felipe Barreto	Service Connected	Service Connected
b. Steven Grubka	Service Connected	Service Connected
c. Peter Marshall	Service Connected	Service Connected
d. Kevin Prescott	Service Connected	Service Connected

OPEN SESSION

7. Presentation of Semi-Annual Disability Retirement Report.

The Retirement Board will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Retirement Office at least 24 hours before a meeting.

8. Review of the Procurement of Products and Services Policy.
9. Consider and take possible action on SACRS voting proxy form.
10. Report from Audit Committee Chair on August 28, 2019 Audit Committee meeting.
11. Consider authorizing the attendance of Board:
 - a. 2019 CRCEA Fall Conference, October 28-30, 2019, Rohnert Park, CA.
 - b. SACRS Fall Conference, November 12-15, 2019, Monterey, CA.
12. Miscellaneous
 - a. Staff Report
 - b. Outside Professionals' Report
 - c. Trustees' comments

The Retirement Board will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Retirement Office at least 24 hours before a meeting.



Meeting Date
09/11/19
Agenda Item
#3

MINUTES

RETIREMENT BOARD MEETING MINUTES

REGULAR MEETING
August 14, 2019
9:00 a.m.

Retirement Board Conference Room
The Willows Office Park
1355 Willow Way, Suite 221
Concord, California

Present: Candace Andersen, Donald Finley, Scott Gordon, Jerry Holcombe, Louie Kroll, Jay Kwon, David MacDonald, John Phillips, Mike Sloan, Todd Smithey and Russell Watts

Absent: William Pigeon

Staff: Gail Strohl, Chief Executive Officer; Christina Dunn, Deputy Chief Executive Officer; Timothy Price, Chief Investment Officer; Karen Levy, General Counsel; Wrally Dutkiewicz, Compliance Officer; Anne Sommers, Administrative/HR Manager; Henry Gudino, Accounting Manager; and Tim Hoppe, Retirement Services Manager

Outside Professional Support: None
Representing:

Board member Andersen attended remotely from 1516 Kamole Street, Honolulu, Hawaii 96821

1. Pledge of Allegiance

The Board, staff and audience joined in the *Pledge of Allegiance*.

2. Recognition of Gail Strohl for 5 years of service and Gary Wayne for 30 years of service

Smithey recognized and congratulated Gail Strohl for her 5 years of service and Gary Wayne for his 30 years of service.

3. Accept comments from the public

No member of the public offered comment.

4. Approval of minutes

It was M/S/C to approve the minutes of the July 10, 2019 Board meeting. (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts).

5. Routine Items

It was M/S/C to approve the routine items of the August 14, 2019 meeting. (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)

CLOSED SESSION

The Board moved into closed session pursuant to Govt. Code Section 54956.9(d)(1) and 54957.

The Board moved into open session.

6. There was no reportable action related to *Alex-Moore v. Board of Retirement*, Contra Costa County Superior Court, Case No. N19-1331.
7. It was **M/S/C** to accept the Medical Advisor's recommendation and grant the following disability benefits:
 - a. Jerry Ennis – Service Connected (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)
 - b. Jacki Fuhrman – Service Connected (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)
 - c. Roger Harless – Service Connected (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)
 - d. Hugh Marquez – Service Connected (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)
 - e. Jesus Puente – Service Connected (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)
 - f. Adam Rich – Service Connected (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)
 - g. Robbie Robinson – Service Connected (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)

8. Consider and take possible action to authorize the Chief Executive Officer to execute an agreement with Avenu Insights and Analytics for digitization services

After a discussion, it was **M/S/C** to authorize the Chief Executive Officer to execute an agreement with Avenu Insights and Analytics for digitization services. (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)

9. Presentation of year to date 2019 CCCERA budget vs. actual expenses report

Gudino presented the year to date 2019 CCCERA budget vs. actual expenses mid-year report. He reported the administrative expenses have a remaining budget of 53% at mid-year and we are at 0.11% of the actuarial accrued liability which is well under the limit of 0.21%.

10. Consider authorizing the attendance of Board:

- a. There was no action taken on this item - 2019 Public Safety Conference, NCPERS, October 27-30, 2019, New Orleans, LA.
- b. It was **M/S/C** to authorize the attendance of 1 Board member at the 2019 Annual Investment Summit, Torchlight Investors, November 6-7, 2019, New York, NY. (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)

11. Miscellaneous

- (a) Staff Report –

Strohl reported CCCERA is still on track for the move on September 16th and noted the second Board meeting of September will be held at the new location.

(b) Outside Professionals' Report -

None

(c) Trustees' comments –

MacDonald stated he would like to have a presenter on mental health at a future meeting. Strohl reported that a presenter has been located and the presentation will be scheduled for the end of September or early October.

Gordon asked that the meeting be adjourned in memory of Candace Andersen's mother, Dianne Fife Kay.

It was **M/S/C** to adjourn the meeting in memory of Dianne Fife Kay. (Yes: Andersen, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips, Smithey and Watts)

Todd Smithey, Chairman

David MacDonald, Secretary

CONTRA COSTA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

Meeting Date
09/11/19
Agenda Item
#4

Items requiring Board Action

A. Certifications of Membership – see list and classification forms.

B. Service and Disability Retirement Allowances:

<u>Name</u>	<u>Number</u>	<u>Effective Date</u>	<u>Option Type</u>	<u>Tier</u>	<u>Selected</u>
Amargo, Liliana	D3406	05/03/19	SR	Tier I	Unmodified
Badhoria, Khem	D9500	05/01/19	SR	Tier III	Unmodified
Brown-Ryan, Angela	63466	06/12/19	SR	Tier II and III	Unmodified
Carlson, Julie	79533	05/31/19	SR	Pepra 5.3	Unmodified
Carson, Michael	53008	06/14/19	SR	Safety A	Unmodified
Casanello-Muir, Trudy	64770	05/01/19	SR	Tier II and III	Unmodified
Chan, Frenda	54100	06/29/19	SR	Tier III	Unmodified
Chimonyo-Thompson Tafadzwa	68201	05/18/19	SR	Tier III	Unmodified
Clark, William	44084	04/13/19	SR	Tier I	Option 2
Cohen, Susan	74133	02/07/19	SR	Tier III	Option 2
Faulkner, Barbara	74069	05/02/19	SR	Tier III	Unmodified
Fiore, Alan	D3483	06/16/19	SR	Tier I	Unmodified
Grant, Brian	47671	06/01/19	SR	Safety A	Unmodified
Jacobo, Jason	60199	06/24/19	SR	Safety A	Unmodified
Kenny, Tracy	60123	03/28/19	SR	Tier I	Option 1
Lattier, Alfreda	43494	06/29/19	SR	Tier II and III	Unmodified
Lumb, Tony	60703	06/01/19	SR	Safety A	Unmodified
O'Neill, Arlene	73032	05/01/19	SR	Tier III	Unmodified
Pedone-Borghese, Linda	81142	05/10/19	SR	Tier III	Option 4
Reustle, Dody	78372	04/02/19	SR	Pepra 5.3	Unmodified
Richards, Lowell	D9500	06/29/19	SR	Tier II and III	Unmodified
Rowen, Stacy	45819	05/31/19	SR	Tier I and II	Unmodified
Simmons, Darcy	72555	06/04/19	SR	Tier III	Unmodified
Stewart, Brenda	71850	06/01/19	SR	Tier III	Unmodified
Vohra, Munisha	51338	06/01/19	SR	Tier III	Unmodified
Whalon, Shelly	45172	06/29/19	SR	Tier III	Option 2
Winston, Marliyn	27977A/P	05/13/19	SR	Tier I	Unmodified
Wong, Stephanie	72545	07/08/19	SR	Tier III	Unmodified

Option Type

NSP = Non-Specified
 SCD = Service Connected Disability
 SR = Service Retirement
 NSCD = Non-Service Connected Disability
 * = County Advance
 Selected w/option

Tier

I = Tier I
 II = Tier II
 III = Tier III
 S/A = Safety Tier A
 S/C = Safety Tier C
 Pepra 4.2 = Pepra Tier 4 (2% COLA)
 Pepra 4.3 = Pepra Tier 4 (3% COLA)
 Pepra 5.2 = Pepra Tier 5 (2% COLA)
 Pepra 5.3 = Pepra Tier 5 (3% COLA)
 S/D = Pepra Safety Tier D
 S/E = Pepra Safety Tier E

CONTRA COSTA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

C. Disability Retirement Applications: The Board's Hearing Officer is hereby authorized to issue subpoenas in the following cases involving disability applications:

<u>Name</u>	<u>Number</u>	<u>Filed</u>	<u>Type</u>
Tolbert, Victoria	82443	08/05/19	NSCD

D. Deaths:

<u>Name</u>	<u>Date of Death</u>	<u>Employer as of Date of Death</u>
Avalos, Leticia	08/11/19	Contra Costa County
Callhoun, Richard	07/20/19	Contra Costa County Superior Courts
Cendejas Sr., Ralph	08/15/19	Contra Costa County
Dalton, Kathleen	07/22/19	Contra Costa County
Gray, James	08/21/19	Contra Costa County
Hiebert, Linda	07/21/19	Contra Costa County
Manning, Rosetta	08/05/19	Contra Costa County
Minton, Irene	07/30/19	Contra Costa County
Papadakos, Nick	06/25/19	Contra Costa County Fire Protection District
Smith, Claretta	08/31/19	Contra Costa County
Urenda, Herman	08/07/19	Contra Costa County

Option Type

NSP = Non-Specified
 SCD = Service Connected Disability
 SR = Service Retirement
 NSCD = Non-Service Connected Disability
 * = County Advance
 Selected w/option

Tier

I = Tier I
 II = Tier II
 III = Tier III
 S/A = Safety Tier A
 S/C = Safety Tier C
 Pepra 4.2 = Pepra Tier 4 (2% COLA)
 Pepra 4.3 = Pepra Tier 4 (3% COLA)
 Pepra 5.2 = Pepra Tier 5 (2% COLA)
 Pepra 5.3 = Pepra Tier 5 (3% COLA)
 S/D = Pepra Safety Tier D
 S/E = Pepra Safety Tier E

CERTIFICATION OF MEMBERSHIPS

<i>Name</i>	<i>Employee Number</i>	<i>Tier</i>	<i>Membership Date</i>	<i>Employer</i>
Andrea, Monica	88286	P5.2	07/01/19	Contra Costa County
Abdullah, Nazneen	88259	P5.2	07/01/19	Contra Costa County
Batz, Nathanael	87944	S/E	07/01/19	Contra Costa County Fire Protection District
Bias, Jona Lynn	88346	P5.2	07/01/19	Contra Costa County
Binstock, Max	88284	P5.2	07/01/19	Contra Costa County
Blunt, Sonya	88258	P5.2	07/01/19	Contra Costa County
Bonham, Michael	D9500	P5.3	07/01/19	Contra Costa County Superior Courts
Boulos, Maryana	88374	P5.2	07/01/19	Contra Costa County
Bowen, Scott	88271	P5.2	07/01/19	Contra Costa County
Britton, Mary	88338	P5.2	07/01/19	Contra Costa County
Bulla, Joshua	86836	S/E	07/01/19	Contra Costa County
Buzas, Matthew	88291	P5.2	07/01/19	Contra Costa County
Castillo, Carla	88375	P5.2	07/01/19	Contra Costa County
Cayabyab, Lenee Joy	88233	P5.2	07/01/19	Contra Costa County
Chang, Jinnie	88376	P5.2	07/01/19	Contra Costa County
Cisneros, Maria	87521	P5.2	07/01/19	Contra Costa County
Cooper, Andrell	88275	P5.2	07/01/19	Contra Costa County
Cooper, Jenai	88366	P5.2	07/01/19	Contra Costa County
Durand, Jessica	88316	P5.2	07/01/19	Contra Costa County
Eshera, Noha	88377	P5.2	07/01/19	Contra Costa County
Evans, Heather	88278	P5.2	07/01/19	Contra Costa County
Fernandez, Samantha	87550	P5.2	07/01/19	Contra Costa County
Fielding, Patrick	87804	S/E	07/01/19	Contra Costa County
Givens, Joshua	88277	P5.2	07/01/19	Contra Costa County
Golden, Alexander	87943	S/E	07/01/19	Contra Costa County Fire Protection District
Gregg, Cary	87953	S/E	07/01/19	Contra Costa County Fire Protection District
Gutridge, Donald	87961	S/E	07/01/19	Contra Costa County Fire Protection District
Hamidi, Masoud	D9500	P5.3	07/01/19	Contra Costa County Superior Courts
Halsey, Evan	88329	P5.2	07/01/19	Contra Costa County
Hashemi, Mojgan	87841	P5.2	07/01/19	Contra Costa County
Healy, Lauren	88269	P5.2	07/01/19	Contra Costa County
Hernandez, Allan	D9500	P5.3	07/01/19	Contra Costa County Superior Courts
Hernandez-Rodriguez, Christian	D9500	P5.3	07/01/19	Contra Costa County Superior Courts
Herte, Brian	87950	S/E	07/01/19	Contra Costa County Fire Protection District
Hodges, Josephine	46308	III	07/01/19	Contra Costa County
Hunter, Sheree	88257	P5.2	07/01/19	Contra Costa County
Irwin, Charles	85060	P5.2	07/01/19	Contra Costa County
King, William	88361	P5.2	07/01/19	Contra Costa County
Kruze, Diana	D9500	P5.3	07/01/19	Contra Costa County Superior Courts
Lai, Ronald	88334	P5.2	07/01/19	Contra Costa County

Key:

I = Tier I	P4.2 = PEPR Tier 4 (2% COLA)	S/A = Safety Tier A
II = Tier II	P4.3 = PEPR Tier 4 (3% COLA)	S/C = Safety Tier C
III = Tier III	P5.2 = PEPR Tier 5 (2% COLA)	S/D = Safety Tier D
	P5.3 = PEPR Tier 5 (3% COLA)	S/E = Safety Tier E

CERTIFICATION OF MEMBERSHIPS

<i>Name</i>	<i>Employee Number</i>	<i>Tier</i>	<i>Membership Date</i>	<i>Employer</i>
Laranang, Joshua	88335	P5.2	07/01/19	Contra Costa County
Leyto, Eligie	86138	P5.2	07/01/19	Contra Costa County
Lim, Jessica	88367	P5.2	07/01/19	Contra Costa County
Long, Susan	D9500	P5.3	07/01/19	Contra Costa County Superior Courts
Loud, Elizabeth	88164	P5.2	07/01/19	Contra Costa County
Luu, Henry	88231	P5.2	07/01/19	Contra Costa County
May, Justin	87951	S/E	07/01/19	Contra Costa County Fire Protection District
Mireles, Ithzel	88285	P5.2	07/01/19	Contra Costa County
Montano, Diana	88255	P5.2	07/01/19	Contra Costa County
Morgado, Nicholas	87962	S/E	07/01/19	Contra Costa County Fire Protection District
Mostow, Jacqueline	88378	P5.2	07/01/19	Contra Costa County
Nunn, Lloyd	87952	S/E	07/01/19	Contra Costa County Fire Protection District
Ocreto, Cory	88295	P5.2	07/01/19	Contra Costa County
Odametey, Ama	84559	P5.2	07/01/19	Contra Costa County
Olazo, Bradley	88348	P5.2	07/01/19	Contra Costa County
Omole, Akindele	88343	P5.2	07/01/19	Contra Costa County
Pichardo-Gomez, David	88379	P5.2	07/01/19	Contra Costa County
Priyam, Prachi	88381	P5.2	07/01/19	Contra Costa County
Reckmeyer-Walton, Dulce	88344	P5.2	07/01/19	Contra Costa County
Reesink, Anthony	87957	S/E	07/01/19	Contra Costa County Fire Protection District
Reynolds, Karen	D4980	P4.3	07/01/19	Contra Costa County Employees' Retirement Association
Richardson, Emma	88382	P5.2	07/01/19	Contra Costa County
Robles, Ernesto	88342	P5.2	07/01/19	Contra Costa County
Rodriguez, Daniel	87945	S/E	07/01/19	Contra Costa County Fire Protection District
Ruth, Brian	87958	S/E	07/01/19	Contra Costa County Fire Protection District
Saho, Fatumata	88384	P5.2	07/01/19	Contra Costa County
Sampson, Justin	87959	S/E	07/01/19	Contra Costa County Fire Protection District
Sanchez, Lilia	88385	P5.2	07/01/19	Contra Costa County
Sedykh, Roman	87947	S/E	07/01/19	Contra Costa County Fire Protection District
Serna, Isabel	86595	P5.2	07/01/19	Contra Costa County
Sevilla, Russell	88293	P5.2	07/01/19	Contra Costa County
Smith, Clarisse	84851	P5.2	07/01/19	Contra Costa County
Smith, Keith	88296	P5.2	07/01/19	Contra Costa County
Summers, Nicole	88345	P5.2	07/01/19	Contra Costa County
Swanson, Chad	86288	P5.2	07/01/19	Contra Costa County
Tavano, Suzanne	53291	III	07/01/19	Contra Costa County
Tinajero Lopez, Salvador	D9500	P5.3	07/01/19	Contra Costa County Superior Courts
Thompson, Gayla	88323	P5.2	07/01/19	Contra Costa County
Threets, Arnold	88371	PE.2	07/01/19	Contra Costa County
Tucker, Jeffrey	88409	P4.2	07/01/19	Contra Costa County Fire Protection District

Key:

I = Tier I	P4.2 = PEPRA Tier 4 (2% COLA)	S/A = Safety Tier A
II = Tier II	P4.3 = PEPRA Tier 4 (3% COLA)	S/C = Safety Tier C
III = Tier III	P5.2 = PEPRA Tier 5 (2% COLA)	S/D = Safety Tier D
	P5.3 = PEPRA Tier 5 (3% COLA)	S/E = Safety Tier E

CERTIFICATION OF MEMBERSHIPS

<i>Name</i>	<i>Employee Number</i>	<i>Tier</i>	<i>Membership Date</i>	<i>Employer</i>
Ukkestad, Kadie	84524	S/E	07/01/19	Contra Costa County Fire Protection District
Vazquez, Felipe	88272	P5.2	07/01/19	Contra Costa County
Velasquez, Carmela	88322	P5.2	07/01/19	Contra Costa County
Villane, Rachael	88355	P5.2	07/01/19	Contra Costa County
Vochatzer, Scott	88292	P5.2	07/01/19	Contra Costa County
Wargon, Ari	87956	S/E	07/01/19	Contra Costa County Fire Protection District
Wilson, Bradley	87955	S/E	07/01/19	Contra Costa County Fire Protection District
Wittenburg, Gregory	88386	P5.2	07/01/19	Contra Costa County
Wurz, Sarah	88300	P5.2	07/01/19	Contra Costa County
Younge, Marian	88387	P5.2	07/01/19	Contra Costa County
Zarate, Cristina	88289	P5.2	07/01/19	Contra Costa County

Key:

I = Tier I	P4.2 = PEPR Tier 4 (2% COLA)	S/A = Safety Tier A
II = Tier II	P4.3 = PEPR Tier 4 (3% COLA)	S/C = Safety Tier C
III = Tier III	P5.2 = PEPR Tier 5 (2% COLA)	S/D = Safety Tier D
	P5.3 = PEPR Tier 5 (3% COLA)	S/E = Safety Tier E

TIER CHANGES

<i>Name</i>	<i>Employee Number</i>	<i>Old Tier</i>	<i>New Tier</i>	<i>Effective Date</i>	<i>Employer</i>	<i>Reason for Change</i>
Donovan, Cheryl	88108	III	P5.2	05/01/19	Contra Costa County	Tier Correction
Laird, Arvin	88132	P5.2	S/E	06/01/19	Contra Costa County	Promotion to Safety Tier

Key:

I = Tier I	P4.2 = PEPR A Tier 4 (2% COLA)	S/A = Safety Tier A
II = Tier II	P4.3 = PEPR A Tier 4 (3% COLA)	S/C = Safety Tier C
III = Tier III	P5.2 = PEPR A Tier 5 (2% COLA)	S/D = Safety Tier D
	P5.3 = PEPR A Tier 5 (3% COLA)	S/E = Safety Tier E

Contra Costa County Employees' Retirement Association
Asset Allocation as of July 31, 2019

Meeting Date
09/11/19
Agenda Item
#4

	Market Value	Percentage of Total Fund	Phase 3 Target Percentage	Phase 3 Over/(Under)	Long Term Target	Long Term Over/(Under)
Liquidity						
Insight	1,072,817,411	11.9%	12.0%	-0.1%		
Sit	538,837,001	6.0%	6.0%	-0.0%		
Dimensional Fund Advisors	527,265,321	5.8%	6.0%	-0.2%		
Total Liquidity	2,138,919,732	23.6%	24.0%	-0.4%	24.0%	-0.4%
		Range				
		16% - 28%				
Growth						
Domestic Equity						
Boston Partners	231,592,007	2.6%	2.5%	0.1%		
Jackson Square	234,004,694	2.6%	2.5%	0.1%		
BlackRock Index Fund	187,892,782	2.1%	2.0%	0.1%		
Emerald Advisors	156,373,137	1.7%	1.5%	0.2%		
Ceredex	157,447,174	1.7%	1.5%	0.2%		
Total Domestic Equity	967,309,793	10.7%	10.0%	0.7%	5.0%	5.7%
Global & International Equity						
Pyrford (BMO)	447,013,835	4.9%	5.0%	-0.1%		
William Blair	451,724,415	5.0%	5.0%	-0.0%		
First Eagle	369,003,841	4.1%	4.0%	0.1%		
Artisan Global Opportunities	375,384,806	4.1%	4.0%	0.1%		
PIMCO/RAE Emerging Markets	342,311,326	3.8%	4.0%	-0.2%		
TT Emerging Markets	332,910,620	3.7%	4.0%	-0.3%		
Total Global & International Equity	2,318,348,844	25.6%	26.0%	-0.4%	24.0%	1.6%
Private Equity	994,759,762	11.0%	11.0%	-0.0%	11.0%	-0.0%
Private Credit	343,274,805	3.8%	5.0%	-1.2%	12.0%	-8.2%
Real Estate - Value Add	177,526,653	2.0%	4.0%	-2.0%	4.0%	-2.0%
Real Estate - Opportunistic & Distressed	509,891,493	5.6%	4.0%	1.6%	4.0%	1.6%
Real Estate - REIT (Adelante)	76,253,840	0.8%	1.0%	-0.2%	1.0%	-0.2%
High Yield (Allianz)	240,032,121	2.7%	2.0%	0.7%	0.0%	2.7%
Risk Parity			5.0%	-0.1%	5.0%	-0.1%
AQR GRP EL	225,993,731	2.5%				
PanAgora	216,653,236	2.4%				
Total Other Growth Assets	2,784,385,641	30.8%	32.0%	-1.2%	37.0%	-6.2%
Total Growth Assets	6,070,044,278	67.1%	68.0%	-0.9%	66.0%	1.1%
		Range				
		60% - 80%				
Risk Diversifying						
AFL-CIO	333,354,520	3.7%	3.5%	0.2%	3.0%	0.7%
Parametric Defensive Equity	200,114,901	2.2%	2.5%	-0.3%	3.5%	-1.3%
Wellington Real Total Return	186,837,610	2.1%	2.0%	0.1%	3.5%	-1.4%
Total Risk Diversifying	720,307,031	8.0%	8.0%	-0.0%	10.0%	-2.0%
		Range				
		0% - 10%				
Cash and Overlay						
Overlay (Parametric)	13,391,665	0.1%		0.1%		
Cash	108,715,756	1.2%		1.2%		
Total Cash and Overlay	122,107,421	1.3%	0.0%	1.3%	0.0%	1.3%
Total Fund	9,051,378,462.72	100%	100%	0%	100%	0%

*Phase 3 targets and ranges reflect Phase 3 asset allocation targets accepted by the Board on June 27, 2018 (BOR Resolution 2018-2)

Private Market Investments
As of July 31, 2019

REAL ESTATE - Value Add	Inception Date	Target Termination	# of Extension in full liq.	Discretion by GP/LP	New Target Termination	Funding Commitment	Market Value	% of Total Asset	Outstanding Commitment
Invesco IREF II	05/30/07	12/31/15				85,000,000	419,677	0.00%	
Invesco IREF III	08/01/13	08/01/20				35,000,000	8,705,832	0.10%	
Invesco IREF IV	12/01/14	12/01/21				35,000,000	22,246,509	0.25%	5,191,261
Invesco IREF V	09/11/18	09/11/25				75,000,000	17,513,066	0.19%	56,981,266
Long Wharf FREG IV	08/14/13	09/30/21				25,000,000	7,325,690	0.08%	
Long Wharf FREG V	10/31/16	09/30/24				50,000,000	43,489,767	0.48%	
LaSalle Income & Growth Fund VI	01/31/12	01/31/19				75,000,000	28,455,215	0.31%	3,946,000
LaSalle Income & Growth Fund VII	10/31/16	09/30/24				75,000,000	49,370,897	0.55%	20,836,646
Total						580,000,000	177,526,653	1.96%	86,955,173

Outstanding Commitments
86,955,173
264,481,826

REAL ESTATE -Opportunistic & Distressed	Inception Date	Target Termination	# of Extension in full liq.	Discretion by GP/LP	New Target Termination	Funding Commitment	Market Value	% of Total Asset	Outstanding Commitment
DJ Real Estate Capital Partners, L.P. III	06/30/05	06/30/14				75,000,000	21,327,120	0.24%	4,031,338
DJ Real Estate Capital Partners, L.P. IV	12/31/07	09/30/18				100,000,000	80,125,279	0.89%	2,890,809
DJ Real Estate Capital Partners, L.P. V	07/31/13	12/31/22				75,000,000	62,304,949	0.69%	15,764,044
DJ Real Estate Capital Partners, L.P. VI	02/28/19	01/31/29				50,000,000	29,230,647	0.32%	20,386,999
Oaktree Real Estate Opportunities Fund V	02/01/11	02/01/21				50,000,000	4,713,271	0.05%	25,750,000
Oaktree Real Estate Opportunities Fund VI	09/30/13	09/30/20				80,000,000	32,672,167	0.36%	18,400,000
Oaktree Real Estate Opportunities Fund VII	02/28/15	02/28/23				65,000,000	62,123,691	0.69%	13,520,000
Siguler Guff Distressed Real Estate Opp. Fund	07/30/11	07/30/22				75,000,000	31,813,148	0.35%	5,625,000
Siguler Guff Distressed Real Estate Opp. Fund II	08/31/13	08/31/25				70,000,000	49,823,933	0.55%	9,590,000
Siguler Guff Distressed Real Estate Opp. II Co-Inv	01/31/16	10/31/25				25,000,000	25,327,492	0.28%	4,462,138
Paulson Real Estate Fund II	11/10/13	11/10/20				20,000,000	25,548,028	0.28%	654,377
Angelo Gordon Realty Fund VIII	12/31/11	12/31/18				80,000,000	23,462,072	0.26%	4,598,145
Angelo Gordon Realty Fund IX	10/10/14	10/10/22				65,000,000	61,419,696	0.68%	9,425,000
Total						830,000,000	509,891,493	5.63%	135,097,850

Outstanding Commitments
135,097,850
644,989,343

PRIVATE CREDIT	Inception Date	Target Termination	# of Extension 2nd 1 YR	Discretion by GP/LP	New Target Termination	Funding Commitment	Market Value	% of Total Asset	Outstanding Commitment
Torchlight Debt Opportunity Fund III	09/30/08	06/30/16			06/30/18	75,000,000	0	0.00%	0
Torchlight Debt Opportunity Fund IV	08/01/12	08/30/20		LP		60,000,000	20,965,022	0.23%	0
Torchlight Debt Opportunity Fund V	12/31/14	09/17/22				75,000,000	58,440,479	0.65%	22,500,000
Angelo Gordon Energy Credit Opportunities	09/10/15	09/10/20				16,500,000	4,337,752	0.05%	2,319,783
CCCERA StepStone	12/01/17	11/30/27				650,000,000	259,531,552	2.87%	404,248,804
Total						1,004,500,000	343,274,805	3.79%	429,068,587

Outstanding Commitments
429,068,587
772,343,392

**Private Market Investments
As of July 31, 2019**

PRIVATE EQUITY	Inception Date	Target Termination	# of Extension	Discretion by GP/LP	New Target Termination	Funding Commitment	Market Value	% of Total Asset	Outstanding Commitment
Adams Street Partners	12/22/95	12/22/25				269,565,614	149,854,713	1.66%	27,025,080
Adams Street Secondary II	12/31/08	12/31/20				30,000,000	8,077,621	0.09%	1,635,000
Adams Street Secondary V	10/31/12	10/31/22				40,000,000	21,660,433	0.24%	9,388,100
Adams Street Venture Innovation Fund	03/09/16	03/09/28				75,000,000	42,985,012	0.47%	35,212,500
AE Industrial Partners Fund II	05/18/18	05/18/28				35,000,000	2,140,809	0.02%	32,357,533
Bay Area Equity Fund	06/14/04	12/31/14	2nd 2 YR	LP	12/31/2017	10,000,000	2,412,102	0.03%	
Bay Area Equity Fund II	2/29/09	12/31/19				10,000,000	11,244,921	0.12%	
Carpenter Community BancFund	10/31/09	10/31/19				30,000,000		0.00%	
EIF USPF II	06/15/05	06/15/15	3rd 1 YR	LP	06/15/18	50,000,000	8,089,512	0.09%	0
EIF USPF III	02/28/07	02/28/17	1st 1 YR	LP	02/28/18	65,000,000	18,524,452	0.20%	0
EIF USPF IV	06/28/10	06/28/20				50,000,000	47,225,035	0.52%	1,786,029
Ares EIF V	09/09/15	11/19/25				50,000,000	41,099,631	0.45%	9,878,568
Genstar Capital Partners IX, L.P.	02/21/19					50,000,000	0		49,813,347
Oaktree Private Investment Fund 2009	02/28/10	12/15/19				40,000,000	6,646,603	0.07%	6,308,961
Ocean Avenue Fund II	05/07/14	05/07/24				30,000,000	28,381,940	0.31%	3,900,000
Ocean Avenue Fund III	12/09/15	12/09/25				50,000,000	48,986,047	0.54%	11,000,000
Paladin III	08/15/08	08/15/18				25,000,000	29,196,629	0.32%	523,382
Pathway	11/09/98	05/31/21				125,000,000	16,238,067	0.18%	10,925,354
Nogales Investment Pathway 2008	02/15/04	02/15/14			sold last inv.	15,000,000			0
Pathway 6	12/26/08	12/26/23				30,000,000	19,494,171	0.22%	3,367,341
Pathway 7	05/24/11	05/24/26				40,000,000	35,533,444	0.39%	4,276,924
Pathway 8	02/07/13	02/07/23				70,000,000	69,177,575	0.76%	8,765,254
Pathway 8	11/23/15	11/23/25				50,000,000	42,821,144	0.47%	16,347,783
Siguler Guff CCCERA Opportunities	06/03/14	05/31/25				200,000,000	163,696,020	1.81%	61,224,772
Siguler Guff Secondary Opportunities	12/31/16	12/31/26				50,000,000	175,871	0.00%	49,356,046
Siris Partners IV	05/18/18	05/18/28				35,000,000	10,011,950	0.11%	24,327,036
TPG Healthcare Partners, L.P.	06/28/19					24,000,000	0		24,000,000
Trident VIII, L.P.	05/24/19					40,000,000	0		40,000,000
Real Assets									
Aether III & III Surplus	11/30/13	11/30/20				75,000,000	70,859,899	0.78%	7,607,042
Aether IV	01/01/16	01/01/28				50,000,000	38,535,927	0.43%	16,778,671
Commonfund Capital Natural Resources IX	06/30/13	06/30/20				50,000,000	45,952,245	0.51%	6,675,005
Wastewater Opportunity Fund	12/31/15	11/30/22				25,000,000	15,737,989	0.17%	6,838,217
Outstanding Commitments						1,818,565,614	994,759,762	10.99%	469,317,945
Total							469,317,945		1,464,077,707

Market value equals the most recent reported net asset value, plus capital calls after net asset value date, less distributions after net asset value date. The Target Termination column is the beginning of liquidation of the fund, however, some funds may be extended for an additional two or three years.



Meeting Date
09/11/19
Agenda Item
#4

Contra Costa County Employees' Retirement Association
Liquidity Report – July 2019

July 2019 Performance

	Cash Flow	Coverage Ratio
Benefit Cash Flow Projected by Model	\$40,750,000	
Liquidity Sub-Portfolio Cash Flow	\$40,750,000	100%
Actual Benefits Paid	\$41,424,856	98%
<i>Next Month's Projected Benefit Payment</i>	\$40,750,000	

Monthly Manager Positioning – July 2019

	Beginning Market Value	Liquidity Program Cash Flow	Market Value Change/Other Activity	Ending Market Value
Sit	\$543,009,330	(\$1,250,000)	(\$2,922,329)	\$538,837,001
DFA	\$339,795,727	(\$13,750,000)	\$201,219,594	\$527,265,321
Insight	\$744,843,442	(\$25,750,000)	\$353,723,969	\$1,072,817,411
Liquidity	\$1,627,648,499	(\$40,750,000)	\$552,021,234	\$2,138,919,732
Cash	\$36,721,321	(\$674,856)	\$72,669,291	\$108,715,756
Liquidity + Cash	\$1,664,369,820	(\$41,424,856)	\$624,690,524	\$2,247,635,488

Functional Roles

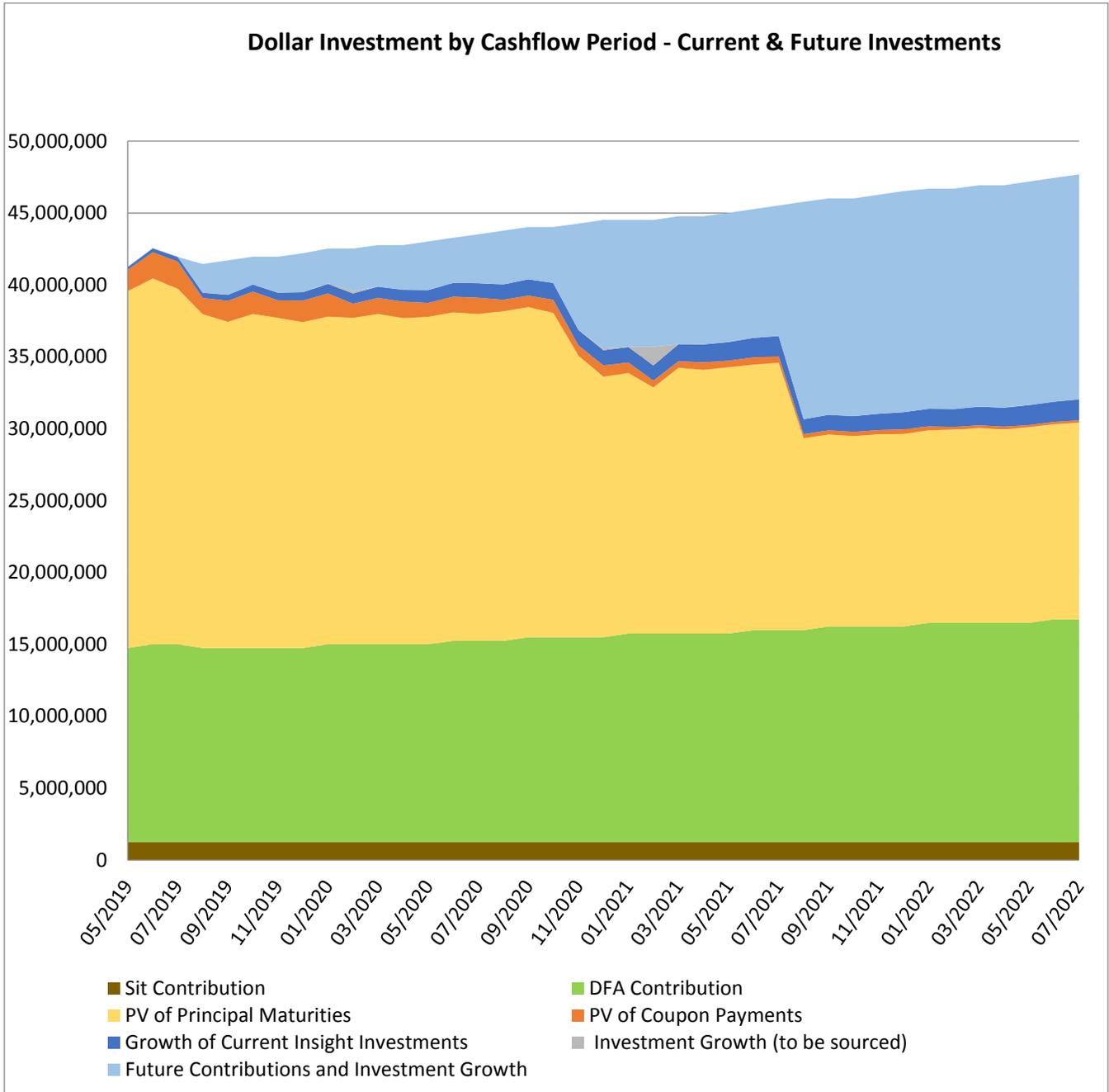
Manager	Portfolio Characteristics	Liquidity Contribution
Sit	High quality portfolio of small balance, government guaranteed mortgages with higher yields.	Pays out net income on monthly basis.
DFA	High quality, short duration portfolio of liquid, low volatility characteristics.	Pays out a pre-determined monthly amount. DFA sources liquidity from across their portfolio.
Insight	Buy and maintain (limited trading) portfolio of high quality, short duration, primarily corporates.	Completion portfolio makes a payment through net income and bond maturities that bridges the gap between other managers and projected payment.
Cash	STIF account at custodial bank.	Buffer in the event of any Liquidity shortfall/excess.

Notes

The seventh cash flow for 2019 from the liquidity program was completed on July 23rd. The actuarial model cash flow was slightly lower than actual experience, producing \$675 thousand less than the actual benefits paid.

Cash Flow Structure

The chart below shows the sources of cash flow for the next several years of CCCERA’s projected benefit payments. This table will change slightly as the model is tweaked and as the portfolios receive new rounds of funding each July as part of the Annual Funding Plan.



Contra Costa County Employees' Retirement Association

Meeting Date

09/11/19

Agenda Item

#7

Semi-Annual Disability Retirement Report

*for the years ended 2015, 2016, 2017, 2018,
and January 1 to June 30, 2019*

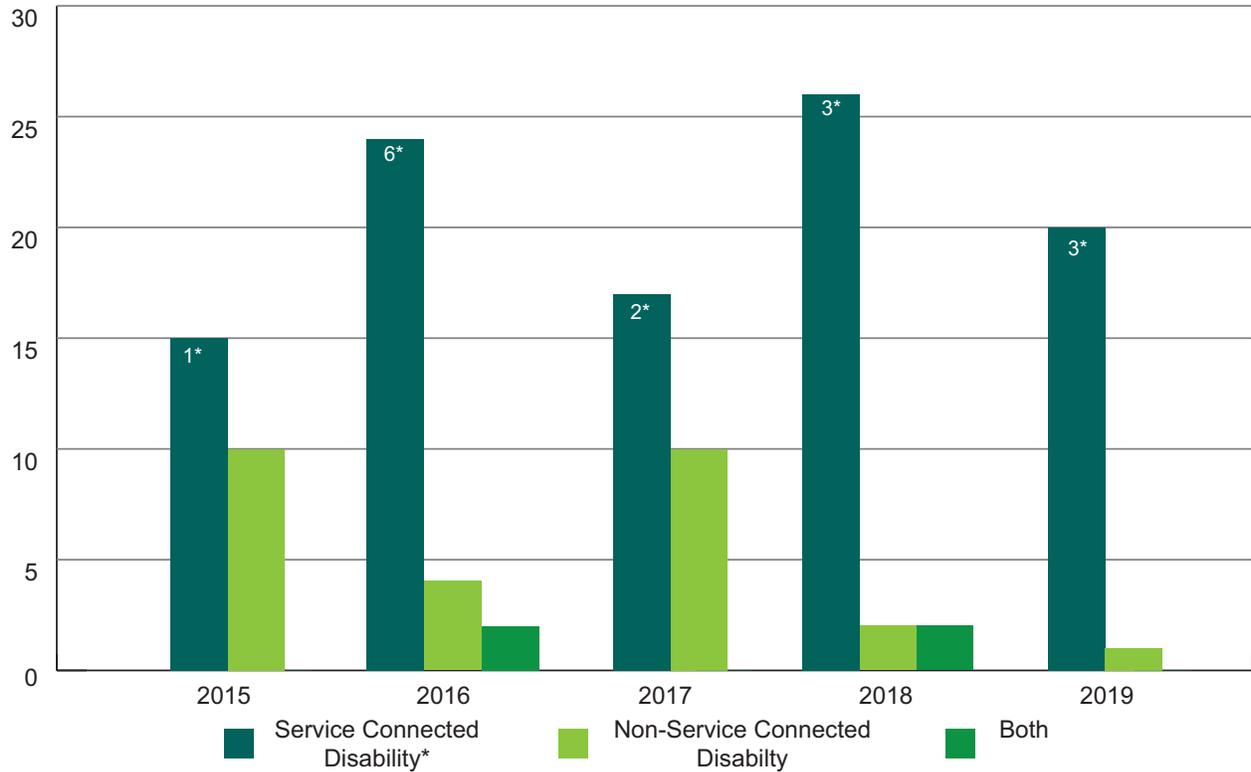


Contra Costa County Employees' Retirement Association
1355 Willow Way, Suite 221
Concord, California 94520-5728
cccera.org

Semi-Annual Disability Retirement Report

Exhibit 1: Disability Retirement Applications Received by Year

As of June 30, 2019



*Number of service connected disability applications accepted with less than 10 years of service are noted in white.

Contra Costa County Employees' Retirement Association
 Semi-Annual Disability Retirement Report (Continued)

Exhibit 2: Total Disability Applications Filed with CCCERA (totals listed by employer)

As of June 30, 2019

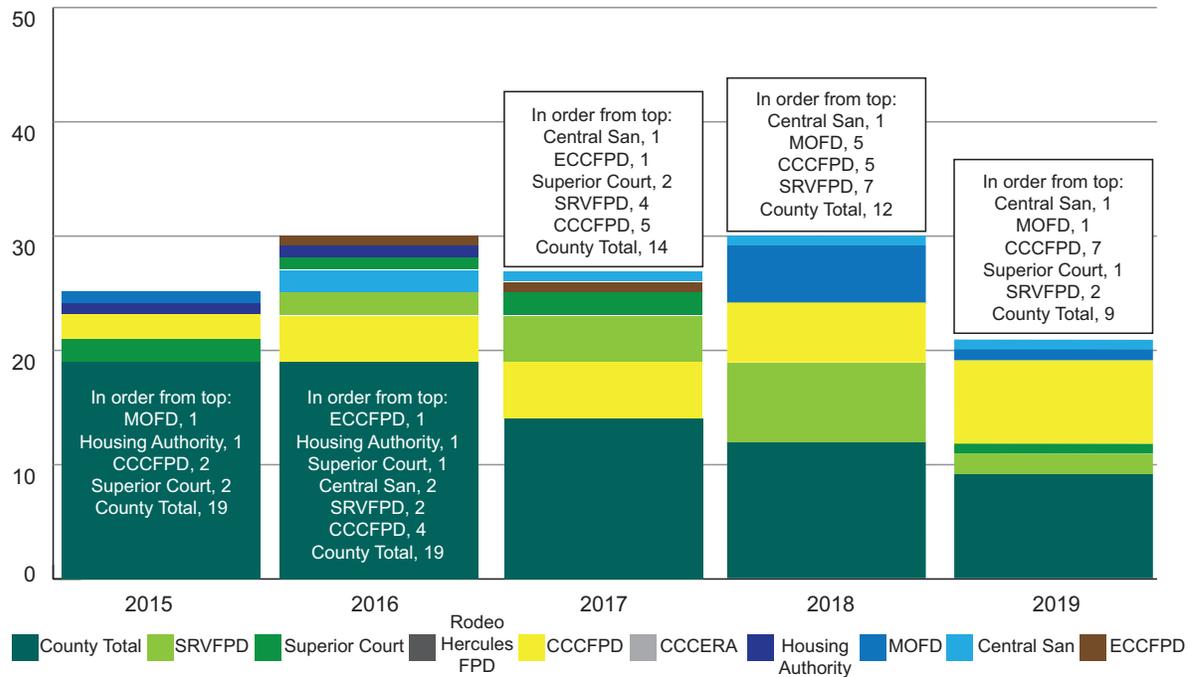
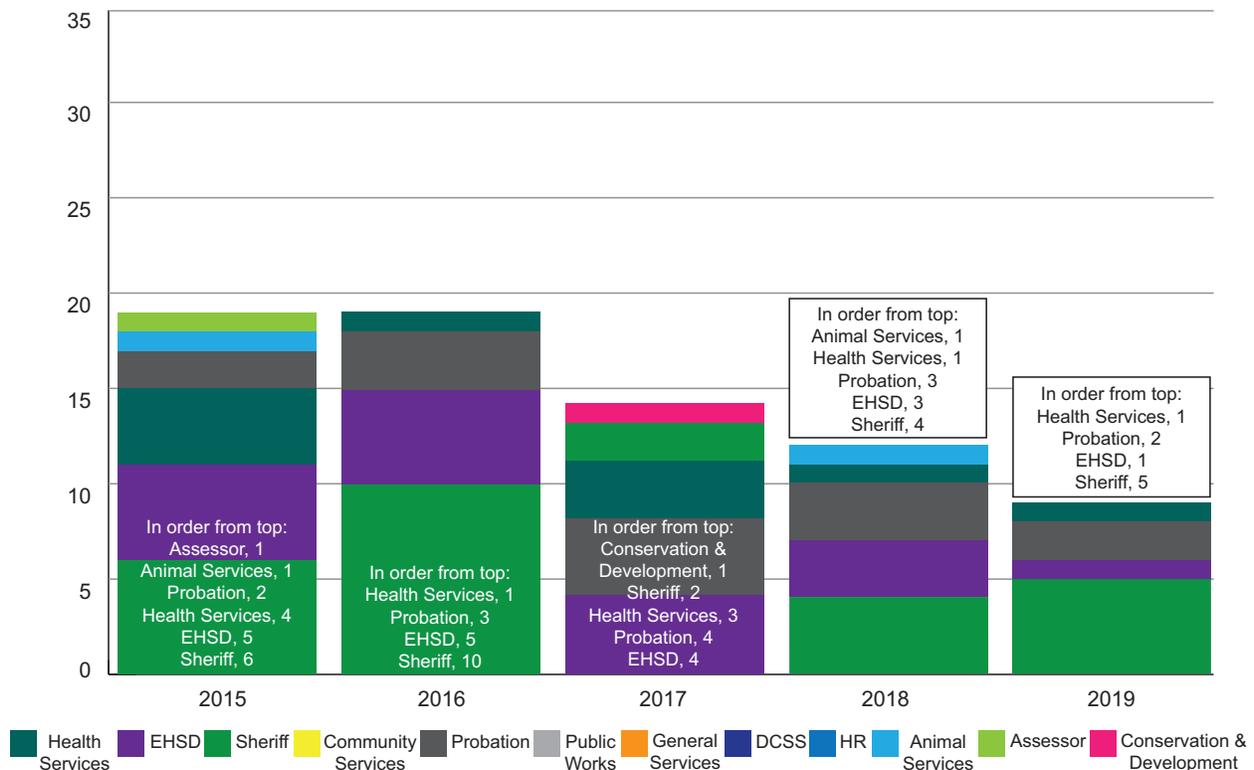


Exhibit 3: Total Disability Applications Filed with CCCERA (by County Department)

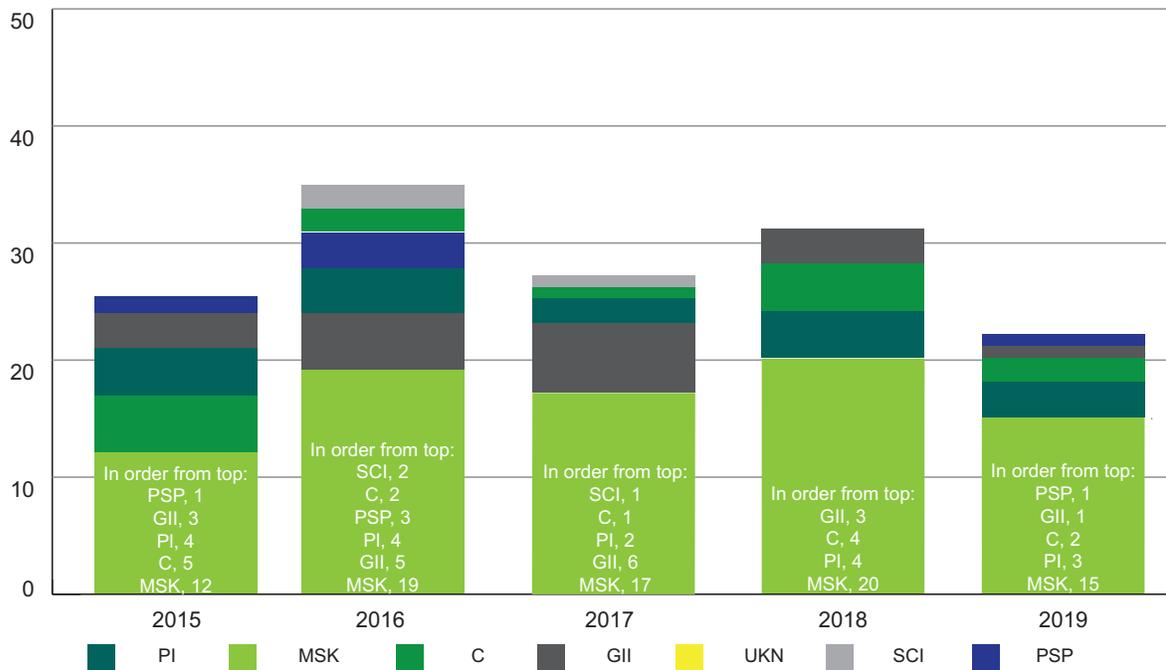
As of June 30, 2019



Contra Costa County Employees' Retirement Association
 Semi-Annual Disability Retirement Report (Continued)

Exhibit 4: Total Disability Filed by Type (Some applications filed with multiple disability types.)

As of June 30, 2019



The following acronyms group different illnesses together by type to show trends and are not limited to the examples below.

Psychiatric Incapacitation (PI)	Will include all psychiatric and mental health conditions and injuries. Examples would be PTSD, OCD, depression, schizophrenia, anxiety disorders, mood and emotional disorders.
Musculoskeletal (MSK)	Will include all orthopedic injuries and illness. Examples include carpal tunnel syndrome, amputation, avascular necrosis, back injury, degenerative disc disease, fibromyalgia, lumbar stenosis, neck injury, shoulder injury, and disc herniation.
Cancer (C)	Will include all permanent incapacitation that was the result of a form of cancer.
General Internal Incapacitation (GII)	Will include all injuries and illness that are general non-orthopedic issues, not covered by the noted above. Examples include diabetes, any disease or injury to an internal organ, rheumatology, pulmonary, gastrointestinal.
Unknown (UKN)	Disability application filed for unknown medical reasons. An example would be an employer that filed an application with limited medical records due to HIPAA.
Severe Cognitive Impairment (SCI)	Will include all illness' and injuries where the incapacitation has caused diminished cognitive function. Examples include traumatic brain injury, dementia, dyslexia, dyscalculia, memory impairments, diminished concentration and speech.
Public Safety Presumptions (PSP)	Will include all illness and injuries where the cause is governed under GC Sections 31720.5, 31720.6, 31720.7, or 31720.9. Presumptions will be listed twice; once under total presumption and once under type of disability.

Contra Costa County Employees' Retirement Association
 Semi-Annual Disability Retirement Report *(Continued)*

Exhibit 5: Type of Disability by Injury/Illness Group (Employer Level)					
Employer	2015	2016	2017	2018	2019
Contra Costa County Fire Protection District (CCCFPD)					
PI	0	0	0	2	2
MSK	1	4	5	4	4
C	0	0	0	0	1
PSP	0	0	0	0	1
Central Sanitary District					
MSK	0	2	0	1	1
GII	0	0	1	0	0
SCI	0	1	0	0	0
East County Fire					
PI	0	1	0	0	0
MSK	0	0	1	0	0
Housing Authority of Contra Costa County					
MSK	0	1	0	0	0
C	1	0	0	0	0
Moraga/Orinda Fire Protection District					
MSK	1	0	0	4	1
C	0	0	0	1	0
GII	0	0	0	0	0
San Ramon Valley Fire Protection District					
PI	0	2	0	1	0
MSK	0	1	4	4	2
GII	0	0	0	2	0
Contra Costa County Superior Court					
PI	0	0	0	0	1
MSK	1	1	0	0	0
C	1	0	0	0	0
GII	0	0	1	0	0
SCI	0	0	1	0	0
Contra Costa County*					
PI	4	1	2	1	0
MSK	9	10	7	7	7
C	3	2	1	3	1
GII	3	5	4	1	1
SCI	0	1	0	0	0

*Detail by Contra Costa County departments on following page.

Contra Costa County Employees' Retirement Association
 Semi-Annual Disability Retirement Report *(Concluded)*

Exhibit 5: Type of Disability by Injury/Illness Group (County Department Level)					
Department	2015	2016	2017	2018	2019
Contra Costa County					
<i>Animal Services</i>					
GII	1	0	0	0	0
MSK	0	0	0	1	0
<i>Assessor</i>					
GII	1	0	0	0	0
<i>Conservation and Development</i>					
C	0	0	1	0	0
<i>Employment & Human Services Department (EHSD)</i>					
PI	2	0	0	0	0
MSK	2	1	1	2	1
C	1	1	0	1	0
GII	0	3	3	0	0
<i>Health Services Department</i>					
PI	1	0	1	0	0
MSK	1	1	1	1	0
C	1	0	0	0	0
GII	1	1	1	0	1
<i>Probation Department</i>					
PI	1	1	1	0	0
MSK	1	1	3	2	2
C	0	0	0	1	0
GII	0	1	0	0	0
<i>Sheriff's Office</i>					
PI	0	0	0	1	0
MSK	5	7	2	1	4
C	1	1	0	1	1
SCI	0	1	0	0	0
GII	0	0	0	1	0



<i>Meeting Date</i> 09/11/19 <i>Agenda Item</i> #8

MEMORANDUM

Date: September 11, 2019
To: CCCERA Board of Retirement
From: Gail Strohl, Chief Executive Officer
Subject: Review of the Procurement of Products and Services Policy

Background

The Procurement of Products and Services Policy indicates that it should be reviewed by the Board every three years. It was last reviewed and amended in September 2016.

Recommendation

This is informational only. No action is necessary.

**CONTRA COSTA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
BOARD OF RETIREMENT
PROCUREMENT OF PRODUCTS AND SERVICES POLICY**

Adopted: October 7, 2015
Amended: 09/29/16

I. PURPOSE

This policy is intended to establish guidelines by which the Contra Costa County Employees' Association (CCCERA) will acquire products and services.

II. OBJECTIVES

- A. The objectives of the Procurement of Products and Services Policy are to ensure that:
 - 1. The acquisition of products and services is made in the best interests of CCCERA, its members and beneficiaries.
 - 2. The process of selecting providers is diligent, fair and open.
 - 3. Quality products and services are obtained at reasonable cost.

III. APPLICABLE LAW

The CCCERA Board has plenary authority and fiduciary responsibility for the administration of the CCCERA system. (California Constitution, Article XVI, Sec. 17.) In addition, the Board is the governing body of CCCERA, an independent district and the direct employer of all its staff, effective January 1, 2015. (Senate Bill 673, Statutes 2014, Chapter 244; Government Code Section 31522.9 and 31468.) The Board has the authority to delegate administrative responsibility to CCCERA personnel to carry out the necessary work of the board. (Government Code Section 31522.9.)

IV. POLICY

- A. The general role of the Chief Executive Officer in the selection of service providers requiring Board approval is to provide sound research and analysis concerning potential service providers, to develop clear and appropriate screening criteria, and to recommend candidates for appointment by the Board.
- B. In accordance with its fiduciary duty, the general role of the Board in the selection process is to determine that the recommendations and accompanying analysis provided by the Chief Executive Officer have been prepared with the requisite level of skill, diligence and care, and reflect the mission and goals of CCCERA; and to exercise its best judgment as to the service providers that will assist the Board in carrying out its fiduciary responsibilities.

C. Service providers shall be divided into two broad categories: Core service providers and non-core service providers. Core service providers include, but are not limited to:

1. The actuary;
2. The auditor;
3. The custodian bank;
4. General and specialty investment consultants;
5. Investment managers and vehicles;
6. Fiduciary counsel;
7. Labor and Employment legal counsel;
8. Chief labor negotiator;
9. Employee benefits insurance; and
10. Other service providers, where the cost of providing the service sought is expected to exceed \$50,000 in total or where the term of the contract exceeds five years.

D. Non-core service providers include, but are not limited to:

1. Ad hoc consultants; and
2. Information technology services

E. Selection Guidelines

1. All service providers shall be selected in the best interests of CCCERA, its members and beneficiaries.
2. The selection of all service providers shall be subject to a level of due diligence that is appropriate to the materiality of the service in question.
3. Contracts or similar arrangements clearly defining the terms and scope of engagement and CCCERA's expectations shall be established for all service providers engaged by CCCERA.
4. All service providers engaged by CCCERA shall be subject to periodic review in accordance with CCCERA's Professional Consultant Evaluation Policy. The frequency and depth of such reviews shall be commensurate with the materiality of the services provided.
5. The Chief Executive Officer shall present annually to the Board a multi-year time-line depicting all scheduled performance of CCCERA service providers, and will report to the Board annually on progress achieved.

F. Core Service Providers

1. The search for a core service provider shall generally be initiated by an action of the Board, acting on its own initiative or on the recommendation of the Chief Executive Officer.
2. The Chief Executive Officer, with the assistance of staff, consultants and advisors as appropriate, shall develop appropriate selection criteria to ensure

that all candidates are accorded a fair and thorough review. Such criteria may include, but are not limited to:

- a. Provider experience and track record;
 - b. Quality of individuals assigned to work with and provide service to CCCERA;
 - c. Ability to communicate successfully with the Board and staff;
 - d. Client references;
 - e. Costs;
 - f. Sound business and ethical practices;
 - g. Liability coverage; and
 - h. CCCERA satisfaction with past service, in the case of incumbent providers.
3. The Chief Executive Officer shall provide the Board with periodic reports on the status of all search processes.
 4. Except as stated in Par. 9 below, based on the selection criteria, the Chief Executive Officer shall select a short list of potential candidates. The Chief Executive Officer shall interview the short-listed candidates and may conduct due diligence visits in order to identify the most suitable candidate(s). The Chief Executive Officer will inform the Board of the interview schedule and invite Board members to participate as appropriate.
 5. The Chief Executive Officer shall prepare a report and recommendation for the Board which will include:
 - a. The criteria used to select potential candidates;
 - b. A list of candidates that were considered; and
 - c. A recommendation as to the candidate(s) who would best fulfill the needs identified by CCCERA, and the rationale behind the recommendation.
 6. The Board shall consider the analysis and recommendation of the Chief Executive Officer. In reviewing the recommendation, the Board shall determine that the recommendations and accompanying analysis provided by the Chief Executive Officer have been prepared with the requisite level of skill, diligence and care, and reflect the mission and goals of the CCCERA. In the event the Board is not satisfied with the analysis or the search process undertaken, the Board may direct the Chief Executive Officer to address any areas of concern regarding the analysis or the search process. Once such additional efforts are complete, the Chief Executive Officer shall resubmit a recommendation.
 7. The Board may, at its option, interview the Chief Executive Officer's recommended candidate(s) and any other candidates that were considered.
 8. Following the actions described in Pars. 6 and 7, above, the Board shall proceed to vote on the selection of service providers. The Board shall exercise its best judgment as to the service providers that will assist the Board in carrying out its fiduciary responsibilities.

9. With regard to the selection of the Board's Fiduciary Counsel, the selection and recommendation process detailed in Pars. 2-7 above shall be conducted jointly by one or more Board members appointed by majority vote of the full Board for that purpose and the Chief Executive Officer.

G. Guidelines for the Use of Requests for Proposal

1. Requests for proposal (RFP) shall generally be used in searching for service providers where the project is material in scope or financial costs.
2. All CCCERA RFPs shall clearly state that contracts will not necessarily be awarded to the lowest bidder.
3. When an RFP is issued, CCCERA shall ensure that all candidates are provided with identical information and requirements. Candidates shall have the opportunity to request additional information during the process and such additional information shall be made available publicly on CCCERA's website in advance of to the deadline for responding to the RFP.

H. Quiet Periods

1. The Board and/or the Chief Executive Officer shall declare a "quiet" (black-out) period when initiating a Core Service Provider search process.
2. During quiet periods, Board members shall not communicate with service providers known to the Board or staff as likely candidates in the search on matters pertaining to CCCERA, except during open and public Board meetings. Furthermore, during quiet periods, individual Board members or groups of Board members will not meet with such service providers for entertainment or social purposes. Exceptions may be made in the case of industry conferences such as SACRS, where CCCERA Board members may socialize with specified service providers during open social events that are also attended by Trustees or staff of other systems, provided CCCERA Board members do not discuss matters pertaining to CCCERA business.
3. For the purpose of quiet periods, prohibited communications include those conducted through telephone conversations, letters, e-mails, and social media.
4. Quiet periods will cease when the subject contract becomes effective or the search process is otherwise concluded or suspended by the Board.
5. CCCERA service providers shall be provided with a copy of these quiet period provisions.
6. All RFPs shall include reference to these quiet period provisions; require that prospective service providers comply with its provisions during the selection process; and advise prospective service providers that violation of these quiet period provisions shall require their disqualification from consideration.

I. Non-Core Service Providers

The Chief Executive Officer may engage non-core service providers for up to a total contract value of \$50,000 without the prior approval of the Board, provided that the cost

of the service does not exceed the amount allocated of such service in the CCCERA's annual budget. The Chief Executive Officer shall notify the Board of the engagement of service providers with a cost \$10,000 or more at the next following regular meeting of the Board.

J. Contracts for the Procurement of Products

Contracts for the procurement of products shall be divided into two basis categories: Contracts requiring an expenditure of \$50,000 or less and those requiring an expenditure of more than \$50,000. The Chief Executive Officer has the authority to enter into contracts requiring an expenditure of \$50,000 or less without Board authorization. Contracts requiring an expenditure in excess of \$50,000 require Board approval.

K. Exceptions to Expenditure Limit

The acquisition of certain operational services is an exception to the \$50,000 limit. These services include the acquisition of insurance (except employee benefits insurance) and physical and data security measures at CCCERA. In addition, renewals of services with long standing non-core service providers are included.

L. Publication

These Guidelines and Policy shall be made a part of the Board's official policies and shall be prominently posted to the CCCERA internet website.

M. Review

These Guidelines and Policy shall be subject to Board review within one year following their initial adoption by the Board, and thereafter, not less than every three years.



<u>Meeting Date</u> 09/11/19 <u>Agenda Item</u> #9

SACRS VOTING PROXY FORM

The following are authorized by the _____ County Retirement Board to vote on behalf of the County Retirement System at the upcoming SACRS Conference

(if you have more than one alternate, please attach the list of alternates in priority order):

_____ Voting Delegate

_____ Alternate Voting Delegate

These delegates were approved by the Retirement Board on ____ / ____ / ____.

The person authorized to fill out this form on behalf of the Retirement Board:

Signature: _____

Print Name: _____

Position: _____

Date: _____

Please send your system's voting proxy by October 1, 2019 to Sulema H. Peterson, SACRS Executive Director at Sulema@sacrs.org.

Meeting Date

09/11/19

Agenda Item

#11a.

**2019 CRCEA FALL CONFERENCE
OCTOBER 28-30, 2019
DoubleTree Hotel by Hilton Sonoma Wine Country**

To all CRCEA Delegates, Alternates, County Association Members, Affiliates, Retirement Board Members, Spouses, and Guests:

The Sonoma County Association of Retired Employees (SCARE) cordially invites you to attend the California Retired County Employees Association (CRCEA) Fall Conference from October 28th – 30th at the:

**DoubleTree Hotel by Hilton Sonoma Wine Country
One Doubletree Drive, Rohnert Park, CA 94928**

The DoubleTree is in Rohnert Park with easy access from Highway 101 (see directions at end of letter). For those who are flying, the DoubleTree is also a drop off and pick up location for the Sonoma County Airport Express which services both the San Francisco International Airport and the Oakland International Airport. The Airport Express is not available if you fly into the Sonoma County Airport. From there you would have to rent a car or take a taxi, Uber or Lyft.

October is the perfect time of year to enjoy Sonoma's gorgeous landscapes. We hope that you will take time to see the breathtaking redwoods and coastal parks, to experience the Fall colors of wine country, to taste at Sonoma County wineries and enjoy the agricultural bounty of the North Coast. We have a list of activities on our website to tempt you to stay longer or to enjoy while you are here. Go to <http://sonomacountyretirees.com/activities.shtml> if you are interested.

Enclosed are registration materials to assist you in registering to attend the CRCEA 2019 Fall Conference. Please complete the registration form for each attendee including spouse and/or guest. Your completed registration form and check must be received by September 27th, 2019. The check should include registration fees of \$75.00 for each member attendee (excluding Affiliates) and \$30.00 for each spouse or guest. The guest charge entitles your spouse or guest to attend all the conference sessions. If you are attending the banquet you will need to include \$55.00 for each banquet reservation.

Hotel reservations are to be made directly with the DoubleTree before September 27, 2019 by calling 1-707-584-5466 or registering online at <http://group.doubletree.com/CRCEA2019FallConference-SCARE>

Mention the CRCEA Group for the nightly rate of \$173 for a single; \$183 for a double and \$193 for a triple plus current occupancy tax, etc. Rates extend from Sunday October 27th through Thursday, October 31st (based on space available) and include breakfast, free parking and WiFi. We urge you to book early as this is a very popular time of year in wine country and the special rate, which is heavily discounted, is only available until September 26th.

Registration information and the conference program are also available online at the SCARE website at www.sonomacountyretirees.com/crcea.shtml and the CRCEA website at www.crcea.org, including a link to **Online Reservations with the DoubleTree for CRCEA attendees.**

Any questions regarding the conference should be referred to Carol Bauer, Conference Host Committee Chair, at 707-874-9149 or bfuzzy51@aol.com.

We look forward to seeing you and to your participation at the conference.

Sincerely,

Carol Bauer, Conference Chair

Delegates Only: Please bring 25 copies of your association newsletter for placement on the informational table.

Late Registrations: Contact registrar, Phyris Tobler, at phyris@sbcglobal.net or 707.321.2195 for instructions.

Directions to the DoubleTree:

From the South – From Hwy. 101, take exit for Golf Course Drive – exit 484. Turn left on Commerce and then immediately right on Golf Course Drive. Turn left on Doubletree Drive and go to the end of the road.

From the North – From Hwy. 101, take exit for Golf Course Drive – exit 484A. Turn left on Golf Course Drive, then left on Doubletree Drive and go to the end of the road.

CRCEA 2019 FALL CONFERENCE
Hosted by Sonoma County Association of Retired Employees (SCARE)
October 27-30, 2019

Tentative Program

SUNDAY, October 27

2:00 – 6:00 p.m. **Early Conference Registration: Outside the Vineyard Room**

MONDAY, October 28

6:00a.m. – 10:00 a.m. **Complimentary Breakfast for Hotel Guests—Served in the Hotel Restaurant (BACCHUS)—The hotel will provide vouchers at check-in. Breakfast is served from 6am to 10am**

9:00 a.m. – 4:30 p.m. **Registration: Outside the Vineyard Room**

1:00 p.m. – 1:30 p.m. **General Session: Vineyard Room**
Call to Order: E. F. (Skip) Murphy, CRCEA President
Presentation of Colors: Sonoma Co. Sheriff's Honor Guard
Pledge of Allegiance: Alix Shor, SCARE President
Invocation: Deacon John Storm, Holy Spirit Catholic Church
Roll Call of Counties: E.F.(Skip) Murphy, CRCEA President
Introduction of first time Attendees – E.F. (Skip) Murphy, CRCEA President

1:30 p.m. – 1:45 p.m. **Welcome**
Speaker: Sonoma County Supervisor Shirley Zane
Introduction: Alix Shor, SCARE President

1:45 p.m. - 2:30 p.m. **Keynote Address**
Speaker: California Senator Mike McGuire
Introduction: Alix Shor, SCARE President

2:30 p.m. – 3:15 p.m. **Presentation: Are You Underinsured? Wildfires and Other Natural Disasters and Lessons from the Tubbs Fire**
Speaker: Emily Rogan, United Policy Holders

3:15 p.m. – 3:25 p.m. Speaker: Gail Goring, Sonoma Fire Survivor and SCARE member
Introduction: Phyris Tobler, SCARE Vice President

3:25 p.m. – 3:45 p.m. Afternoon Break

3:45 p.m. – 4:30 p.m. **Presentation: Cannabis and its use in Treatment of Cancer and Other Conditions**
Speaker: Dr. Joe D. Goldstritch
Introduction: Bob Bulwa, Former Board Member and Program Committee Chair

4:30 p.m. – 5:30 p.m. **Round Table Session – Moderator: E.F. (Skip) Murphy, CRCEA President**

5:30 p.m. – 7:00 p.m. **Hospitality Reception: Hosted by Steve Pettee, Affiliate, Pacific Group Agencies, Inc.**
All Attendees and Affiliate Members are Invited – Hospitality Suite
First Floor Suite 144

7:00 p.m. **Dinner – on your own**

TUESDAY, October 29

6:00-a.m. – 10:00a.m. **For those staying at the Double Tree, breakfast is included in room rate and will be served in the BACCHUS Restaurant**

8:00 a.m. – 2:00 p.m. **Registration (Outside the Vineyard Room)**

8:30 a.m. – 8:45 a.m. **Morning General Session: Vineyard Room**
Call to Order: E. F. (Skip) Murphy, CRCEA President

8:45 a.m. – 9:30 a.m. **Presentation: California Alliance For Retired Americans**
Presenter: Kris Organ, VP and Co-Chair Marin CARA Action Team
Introduction: Bill Robotka, SCARE Treasurer

9:30 a.m. – 10:30 a.m. **Presentation: Wills and Trusts**
Presenter: Tate Birnie, Birnie Law Office
Introduction: Kathy Young, Conference Co-Chair

10:30 a.m. – 10:45 a.m. **Morning Break**

10:45 a.m. – 11:15 a.m. **Introduction of Affiliates**
Mike Sloan, Chair, CRCEA Affiliate Committee

11:15 a.m. – 12:00 p.m. **Presentation: Avoiding Isolation and Dealing with Loss**
Presenter: Allison Leras, Volunteer Coordinator Hospice Services of St. Josephs Health
Introduction: Alix Shor, SCARE President

12:00 p.m. – 1:30 p.m. **Lunch – On Your Own**

1:30 p.m. – 2:10 p.m. **Age Friendly Sonoma County**
Presenter: Rene Tolliver, Director of Social Services, Sonoma Council on Aging

2:10 p.m. – 2:20 p.m. **Presenter: Helen Baum, SCARE member and volunteer with Age Friendly Sebastopol**
Introduction: Carol Bauer, Conference Chair

2:20 p.m. – 2:45 p.m. **Afternoon Break**

- 2:45 p.m. – 3:30 p.m. **Legislative Report**
 Presenter: Amy Brown, Partner ARC Strategies and Legislative Analyst
 Introduction: E.F. (Skip) Murphy, CRCEA President
- 3:30 p.m. – 5:00 p.m. **CRCEA Standing Committee Breakout Sessions**
- 5:30 p.m. – 6:30 p.m. **Hospitality Reception: Hosted by Steve Pettee, Affiliate, Pacific Group Agencies, Inc.**
 All Attendees and Affiliate Members are Invited – Hospitality Suite
 First Floor Suite 144
- 7:00 p.m. – 9:30 p.m. **Conference Banquet -Vineyard Room**
 Master of Ceremonies Alix Shor, SCARE President
 Entertainment SOS Entertainment (Disc Jockey), Music and Dancing
 Door Prize Drawing

WEDNESDAY, October 26

- 8:00 a.m. – 11:00 a.m. Business Session
 Call to Order: E. F. (Skip) Murphy, CRCEA President
 Announcements
 Approval of Spring 2019 Conference Minutes: Virginia Adams, Secretary
 Executive Committee Report (President)
 Financial Report: Carlos Gonzalez, Treasurer
 Committee Reports by Committee Chairs:
 Affiliate: Mike Sloan, Contra Costa County
 Benefits/Membership: Rhonda Biesemeier, Stanislaus County
 Bylaws: David Muir, Los Angeles County
 Communications: Virginia Adams, San Bernadino County
 Audit/Finance: Jerry Jacobs, Alameda County
 Legislation: Art Goulet, Ventura County
 Nominating: Will Hoag, Ventura County
 Conference: Mike Sloan, Contra Costa County
- Invitation to Spring 2020 Conference**
 Presenter: Tulare County, Kevin Mizner, President
- Closing Remarks: E. F. (Skip Murphy), CRCEA President

CRCEA FALL 2019 CONFERENCE REGISTRATION FORM

October 28-30, 2019 at DoubleTree Hotel, One Doubletree Drive, Rohnert Park, CA 94928
Hosted by: Sonoma County Association of Retired Employees (SCARE)

Please complete this form and mail with check payable to SCARE

NAME _____

Please check appropriate box for your preferred name badge designation:

- Delegate Alternate Delegate Retirement Board Member
 Member Affiliate (pay only banquet fee) CRCEA Officer (Title): _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ E-MAIL _____

AFFILIATE OR ASSOCIATION NAME _____

EMERGENCY CONTACT (full name & phone) _____

CONFERENCE REGISTRATION DEADLINE: MUST RECEIVE CHECK BY SEPTEMBER 27th

RESERVATION DEADLINE FOR DOUBLETREE HOTEL: SEPTEMBER 26, 2019

For hotel reservations, please go online to <http://group.doubletree.com/CRCEA2019FallConference-SCARE> and click the link to reserve your room. Or call the hotel directly at 707.584.5466, and request the CRCEA Conference rate which is \$173 per night for a single, \$183 for a double and \$193 for a triple (taxes are added). This rate includes daily breakfast, self parking and free in room WiFi. If there are any questions or issues, please contact SCARE Conference Committee Chair, Carol Bauer, at 707.874.9149 or email to bfuzzy51@aol.com or Co-Chair, Kathy Young, at 707.539.8027 or kyoung2@sonic.net.

REGISTRATION FEES

Attendee (*Entitles bearer to attend entire conference.*) \$75 \$ _____

Spouse/Significant Other (*Entitles bearer to attend entire conference. May only be purchased in combination with Attendee registration.*) \$30 \$ _____

Name: _____

Tuesday Evening Banquet

Entrée: Bacon Wrapped Beef Tenderloin # _____ \$55 ea X ____ = \$ _____

Herb Crusted Salmon # _____

Vegetable Stuffed Portobello with Feta Cheese # _____

Dinner includes salad, vegetable, roasted potatoes, bread, and dessert

TOTAL \$ _____

Mail CHECK payable to SCARE along with this FORM to:

SCARE, Attn: CRCEA Conference, 7675 Blair Ave, Rohnert Park, CA 94928

Registrar: Phyris Tobler - Contact for late registration at phyris@sbcglobal.net or 707.321.2195



Meeting Date
09/11/19
Agenda Item
#11b.

[Home](#) **EVENTS > FALL CONFERENCE**

Fall Conference

November 12-15, 2019 at the Hyatt Regency Monterey Hotel & Spa

Join us for this can't miss, four-day event in sunny Monterey California. It's your chance to network with over 700 like-minded colleagues, brush up on the latest investment strategies, and get current on pension-related legislation.

Expect dynamic speakers, valuable trustee training, and the opportunity to share best practices with your professional peers.

[Conference Registration](#)

HOTEL INFORMATION

Hyatt Regency Monterey Hotel & Spa

1 Golf Course Road
Monterey, CA 93940
(831) 372-1234

SACRS CONFERENCE ROOM RATE

\$199 per night (not including tax & service fees)

To make your hotel reservations at the Hyatt Regency Monterey Hotel & Spa please visit the link below;

SACRS Fall Conference Hotel Reservations

If you need additional assistance making a reservation, please contact the Hyatt at (877) 803-7534.

OVERFLOW HOTELS

Hilton Garden Inn

1000 Aguajito Rd.
Monterey, CA 93940
(831) 373-6141

Portola Hotel and Spa at Monterey Bay

Two Portola Plaza
Monterey, CA 93940
(831) 649-4511

InterContinental The Clement Monterey Hotel

750 Cannery Row
Monterey, CA 93940
(831) 375-4500

SACRS does not have a discounted room block at the Hilton Garden Inn, the Portola Hotel and Spa or the InterContinental.

HOTEL WAITING LIST

If you are unable to reserve a room at the host hotel and want to be added to the hotel waiting list, please submit your request by filling out this [form](#). Placement on the waiting list does not guarantee a reservation. As rooms become available we will assign to attendees on the list in the order received.



CONFERENCE REGISTRATION FEE:

System Members (Trustees & Staff) \$120.00 per attendee

CONFERENCE REGISTRATION:

Online registration is open; please visit the [SACRS/Events/FallConference](#) page online to register your System's attendees. Conference brochures will be e-mailed to your System; you may also complete a paper form for each attendee and mail along with payment to SACRS, Attn: Sulema Peterson 1225 8th Street, Suite 550, Sacramento, CA 95814.

CANCELLATIONS:

- Conference Cancellation Policy

In order to receive a Conference Registration refund, you must cancel your registration by October 1, 2019. Please email cancellation to: Sulema@sacrs.org

- Hotel Cancellation Policy

Due to the high demand for rooms at the host hotel, any hotel room cancellations made after October 1 will incur a fee of \$50 per cancellation from SACRS. Many systems book more rooms than needed and cancel last minute. This late cancellation creates a shortage of rooms for Trustees and staff members. The last-minute cancellation does not guarantee that SACRS will be able to utilize the room. We are then penalized by the hotel for unfilled room nights.

Name changes between same system staff/trustees will not incur the fee nor will medically necessary cancellations. We ask that if you need to cancel prior to October 1, call SACRS office first at (916) 701-5158. We can utilize your cancellation for an attendee on the waiting list.

- The hotel has a 72-hour cancellation policy, to avoid penalties cancellation must be made 72 hours prior to check in date.

CONFERENCE ATTIRE:

All sessions and social functions at SACRS Fall Conference 2019 are business casual.

WEATHER:

The average temperature for the Monterey area in November 2019, attendees should plan on cool mornings, sunny afternoon and temperature drop in the evenings.

- Daytime Highs: 66F
- Evening Lows: 48F